

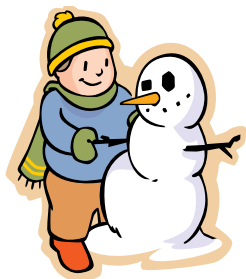
THE **VVFC NEWS ALERT - PRIVATE FACILITY**
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DECEMBER 2004

VVFC REQUIREMENT VACCINE INVENTORY

At the close of business on Friday, December 31, 2004, conduct an inventory of all vaccines supplied to your facility through VVFC. List doses by lot number and do not forget to note your storage unit temperatures on the form. Do not include any privately purchased vaccine in your inventory report. It is very important that the inventory be completed on the designated date; therefore, please ensure that someone is available to do this. Enclosed in this mailing is a VVFC Vaccine Inventory Report. **Completed forms should be faxed to the VVFC office no later than Wednesday, January 5, 2005.** *VVFC reserves the right to place a hold on your vaccine orders if your report is not received by the deadline.*

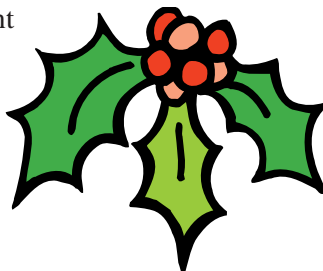


DOSES ADMINISTERED LOG



In our continued efforts to improve accountability in our vaccine distribution system, VVFC is requiring all providers to keep track of the number of VVFC vaccine doses administered to VVFC eligible children during January, February, and March 2005. This requirement, in combination with the Inventory Report will be used to improve our distribution system.

Use the enclosed Doses Administered Form to document actual vaccinations administered to your patients. How this data is collected is up to each facility, as long as it is actual data and not an estimate. VVFC only requires your facility to use the enclosed form to document the total VVFC doses administered of each vaccine and **submit it to the VVFC office no later than April 5, 2005.** Suggestions for gathering doses administered data include a hand count or immunization log book, billing data, or a computerized medical records system. We will send out a reminder letter when the due date approaches for the submission of your Quarterly Doses Administered.



HOLIDAY SHIPPING SCHEDULE

Because of the holidays, we will not be shipping vaccine on December 20th and December 27th. Orders received by 4 PM December 9th will be shipped December 13th as scheduled. *Any order received between 4 PM December 9th and 4 PM December 30th will not be shipped until January 3rd.* Orders received after 4 PM, December 30th, will be shipped on January 10th.

INFLUENZA VACCINE

The VVFC Office has Preservative Free (PF) Influenza vaccine still in stock, but we are out of Preservative Containing (PC) Influenza vaccine. If you are out of PC Influenza vaccine, you may administer two injections of PF Influenza vaccine, one in each arm, to patients between 36 months and 18 years who are in the priority groups. Also, do not forget to recall the children in need of a second dose of Influenza vaccine.



VVFC AWARDS

Outstanding VVFC Compliance

*Children & Adolescents Clinic, Colonial Heights
Clinch River Health Services, Dungannon
J.T. Potter, Jr., M.D., P.C., Norton
James River Pediatrics, Midlothian
Park Place Medical Center, Norfolk
Richeson Drive Pediatrics, Inc., Lynchburg
Theresa Thomas Medical Center, Ashland*

Exceptional Immunization Rates

*Lynchburg Family Practice Residency, Lynchburg
Partners in Pediatrics, Richmond
Riverside Pediatric Center, Newport News
Tanglewood Family Medicine, Bracey*
(Immunization rates exceed 90% using
CASA software)

STAFF CHANGES

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Central VA Regional Consultant

Chad Crouch
Northern VA Regional Consultant

